



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT AGENCY
UNITED STATES ARMY GARRISON, SCHWEINFURT
CMR 457
APO AE 09033

IMEU-SWF-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum #13-3, Community Commander's Policy on the Prevention of Sexual Harassment and Complaint Procedures

1. 1. References:

- a. AR 600-20
- b. AR 600-21
- c. DA Pam 350-20
- d. USAG Franconia Policy Memorandum #5

2. Purpose: To establish uniform procedures to prevent sexual harassment.

3. Scope: This policy applies to all members of the Schweinfurt Military Community.

4. Policy: I am fully committed to ensuring that Soldiers, civilians, and family members receive fair and equitable treatment. Sexual harassment is a violation of professional ethics and integrity. It undermines accomplishing our mission, and hinders the productivity of our workforce. Sexual harassment is a form of unacceptable behavior that I will not tolerate within the Schweinfurt Military Community. Commanders, and leaders at all levels are responsible for preventing sexual harassment, and for ensuring that claims of sexual harassment are appropriately reported, investigated, and resolved.

5. Sexual harassment is a form of gender discrimination involving unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

a. Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person or,

b. Such conduct interferes with an individual's performance or creates an intimidating, hostile, or offensive environment.

~~This policy memorandum supersedes Policy Memorandum #13-3, dated 27 Jul 04 and remains in effect until superseded or rescinded.~~

IMEU-SWF-2A

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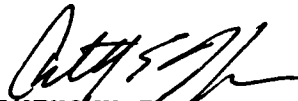
6. Individuals who believe that they have been sexually harassed should tell the offender that they find such behavior offensive. They should also report the harassment to their supervisor, and to their unit Equal Opportunity Advisor.

7. All members of the Schweinfurt Military Community have the right to present a claim of sexual harassment without fear of retaliation or reprisal. Commanders and leaders will protect complainants and witnesses from acts of retaliation or reprisal. The undersigned will ensure that all threats or acts of retaliation or reprisal are reported to the Inspector General for appropriate action.

8. A copy of this letter will be posted on all Community bulletin boards.

9. The proponent of this policy is the Schweinfurt Military Community Equal Opportunity Employment Advisor (EOA), located in building 206, room 401, Ledward Barracks. Our EOA can be contacted at DSN 354-6225 or Civilian 09721-96-6225.

"PRIDE, PROFESSIONALISM, TEAMWORK"


ANTHONY E. HAAGER
LTC, QM
Commanding

DISTRIBUTION:

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